

AMTRAN

The regular monthly meeting of the AMTRAN Board of Directors was held on Wednesday January 20, 2016, at 8:00 a.m., at the TrolleyWorks Conference Room, 3316 Fifth Avenue, Altoona, Pa.

Chairman Scott Cessna called the meeting to order at 8:00 a.m.

At Scott's request, a roll call was taken.

Board members present: Dick Moran, Bob Reifsteck, Denny Stewart, Tony Roscia and Scott Cessna.

Board members absent: Bruce Kelly and Mike Robinson

Others present: Eric Wolf, Attorney Liz Benjamin (Andrews & Beard), Josh Baker, Ray Kennedy, Mandy Murphy, Bill Kibler (Altoona Mirror) and Sue McKelvey

Public Comment Period: There were no public comments to record.

Approval of Minutes:

Scott Cessna requested a motion to approve the minutes for December 2015. This motion was made by Denny Stewart and seconded by Tony Roscia. The motion passed unanimously.

Treasurer's Report:

Financial Statement for January 20, 2016 Board Meeting

Total disbursements from December 17, 2015 through January 20, 2016 were \$1,018,845.52.

Total budgeted operating and Paratransit expenses year to date through December 31, 2015 were \$2,629,972.74.

Actual operating and Paratransit expenses year to date through December 31, 2015 were \$2,343,807.57.

Year to date we are \$286,165.17 under budget.

Insurance is paid through January 2016.

Pension will be paid with the January 21st payroll.

Operating payables are current through January 20, 2016.

Federal Electronic Transfer – Employer Taxes and Federal Withholding

December 17, 2015	(TPA Transfer)	\$	335.00
December 23, 2015	(Federal)	\$	31,344.28
December 23, 2015	(State)	\$	3,166.71
December 23, 2015	(457 Transfer)	\$	885.15
December 23, 2015	(Payroll Transfer)	\$	67,043.52
December 24, 2015	(TPA Transfer)	\$	100.00
January 5, 2016	(Federal)	\$	25,545.05
January 5, 2016	(State)	\$	2,741.54
January 5, 2016	(457 Transfer)	\$	692.30
January 5, 2016	(Payroll Transfer)	\$	52,770.86
January 6, 2016	(TPA Transfer)	\$	1,215.60
January 13, 2016	(TPA Transfer)	\$	73.00
January 14, 2016	(Unemploy Comp)	\$	923.92
Add Check Register Total		\$	<u>832,008.59</u>
<i>Total Expenses</i>			<u>\$1,018,845.52</u>

Scott asked if there were any questions and requested a motion to adopt the treasurer's report. The motion was made by Bob Reifsteck and seconded by Mike Robinson. It passed unanimously.

Scott requested a motion to approve the bills paid since the previous board meeting. Dick Moran made the motion to approve the bills paid with Bob Reifsteck making the second, it then passed unanimously.

General Managers Report

Eric began by informing the board about AMTRAN's mechanic Paul Smith's passing, and that AMTRAN is in the process of taking care of getting the Paul's life insurance and pension to his family.

He also told the board that Scott Cessna is up for reappointment to the board. Scott has submitted his Talent Bank application and has been in touch with Mayor Pacifico and members of City Council. Bruce Kelly was appointed as a member of City Council, so it is not clear if he will be reappointed.

AMTRAN staff will be going to their senior retreat last week of January. They will be reviewing 2015 achievements and setting goals for 2016.

Eric reviewed the quarterly Performance Goals with the board. The quarterly PennDOT update was sent out in advance via email. There were a few questions and a brief discussion.

Nominating Committee

Nominating Committee Chairman Mike Robinson was to propose a roster of board officers for calendar 2016 for the board's approval. Due to Mike's absence, Denny Stewart informed the board that the Nominating Committee has decided to keep the same slate of officers which are Scott Cessna/Chairman, Richard Moran/Vice-Chairman and Michael Robinson/Secretary, and Bob Reifsteck Treasurer.

Denny made the motion to keep the same slate of officers with Bob Reifsteck making the second this then passed unanimously.

Right-to-Know Policy

Back in 2008, the AMTRAN Board of Directors approved a Right-to-Know Policy consistent with the regulations passed at that time. The policy is posted on our website.

Each calendar year, the board reappoints General Manager Eric Wolf as AMTRAN's Right-to-Know Officer.

Eric respectfully requested the board to approve him as the Right-to-Know Officer. Denny Stewart made the motion to reappoint Eric as the Right-to-Know Officer with Bob Reifsteck making the second it then passed unanimously.

Project Update

Josh Baker updated the board on a number of recent AMTRAN projects. One project was awarded in August – the purchase of three used buses to replace three 1975 GMC's. Two projects were awarded in October – the concrete replacement project and the rehab of three 2005 Gillig buses.

There was a short discussion on this and no voting required.

The board adjourned with no further business.

Respectfully submitted by
Susan C. McKelvey, Administrative Assistant